

**LOCAL AGENCY FORMATION COMMISSION
REGULAR MEETING AGENDA**

Wednesday, April 13, 2005
9:00 a.m.

Board of Supervisors Hearing Room, Room 381B
Kenneth Hahn Hall of Administration
500 West Temple Street, Los Angeles 90012

A person with a disability may contact the LAFCO office at (818) 254-2454 at least 72 hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including auxiliary aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

1. **CALL MEETING TO ORDER.**
2. **PLEDGE OF ALLEGIANCE.**
3. **OTHER ITEMS**
 - a. Approve amended Rules of the Local Agency Formation Commission.
 - b. Election of LAFCO First Vice-Chair and Second Vice-Chair.
 - c. Receive and file Municipal Service Reviews and Spheres of Influence Update.
 - d. Receive and file Legislative Update.
 - e. Approve minutes of the meeting held March 23, 2005.
 - f. Approve March 2005 Operating Account Check Register.
 - g. Receive and file update on pending applications.
4. **PUBLIC COMMENT**

This is the opportunity for members of the public to address the Commission on items that are not on the posted agenda, provided that the subject matter is within the jurisdiction of the Commission. Speakers are reminded of the three-minute time limitation.

5. **FUTURE MEETINGS**

April 27, 2005

May 11, 2005

6. **FUTURE AGENDA ITEMS**

Items not on the posted agenda which, if requested, will be referred to staff or placed on a future agenda for discussion and action by the Commission, or matters requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Commission subsequent to the posting of the agenda.

7. **ADJOURNMENT MOTION**

RULES OF THE
LOCAL AGENCY FORMATION COMMISSION
FOR LOS ANGELES COUNTY

CHAPTER I
GENERAL PROVISIONS

SECTION 1. These rules shall apply to the Local Agency Formation Commission of the County of Los Angeles and are adopted pursuant to the authority vested in the Commission by Chapter 3 of Part 2, Division 3, Title 5 of the Government Code.

SECTION 2. Any rule may be amended, repealed, or adopted at any time by a majority vote of the Commission, provided, however, such action shall not affect any pending matter.

SECTION 3. Any rule may be temporarily suspended by unanimous consent of the Commission.

SECTION 4. Unless otherwise provided by these Rules, all proceedings before the Commission shall be conducted in accordance with, and pursuant to, the parliamentary rules of procedures as prescribed in "Robert's Rules of Order."

CHAPTER II

COMMISSION MEETINGS

SECTION 5. The regular meetings of the Local Agency Formation Commission shall be held on the second and fourth Wednesday of each and every month, commencing at the hour of 9:00 a.m. thereof, at Room 381B, Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, California 90012. If any regular meeting day falls upon a holiday, the regular meeting of the Commission shall be cancelled.

SECTION 6. Any regular, adjourned regular, special or adjourned special meeting of the Commission may be adjourned to any day prior to the date established for the next succeeding regular meeting of the Commission. If the date to which any such meeting is adjourned falls upon a holiday, the adjourned meeting shall be held at the same place on the next succeeding day which is not a holiday at the hour of 9:00 a.m., thereof, in which event all hearings and other matters before the Commission are continued to the same hour of the next succeeding day which is not a holiday.

SECTION 7. Any adjourned meeting of a regular meeting or adjourned regular meeting is part of the regular meeting.

SECTION 8. Special meetings of the Commission may be called in the manner provided by State law. The order calling the special meeting shall specify the time

and place of the meeting and the business to be transacted at such meeting, and no other business shall be considered at that meeting. The Executive Officer shall provide notice of special meetings to all members of the Commission and the public as required by State law.

CHAPTER III

ELECTION, POWERS, AND DUTIES OF THE CHAIR AND VICE-CHAIRS, CONDUCT OF MEETINGS

SECTION 9. The Commission shall be presided over by a Chair, a First Vice-Chair and a Second Vice-Chair, to be elected from amongst the members of the Commission as provided for in Section 10, below.

SECTION 10. The members of the Commission shall elect the Chair, First Vice-Chair and Second Vice-Chair at the first meeting of the Commission held in September of each year to serve until the election of their successors. In the event of a vacancy in the office of either the Chair, First Vice-Chair or Second Vice-Chair, the next succeeding officer shall serve as his or her replacement for the remainder of the term. If no next succeeding officer is available to serve, the members of the Commission shall elect another member of the Commission to serve in that office until the end of the term.

SECTION 11. The Chair, when present, shall preside at all meetings of the Commission and shall conduct the business of the Commission in the manner prescribed by these rules. The Chair shall preserve order and decorum and shall decide all questions of order subject to the action of a majority of the Commission.

SECTION 12. In the absence of a quorum the members present shall adjourn

the meeting until the same hours on the next succeeding day or to the next regularly scheduled commission meeting date. If all members are absent the Executive Officer of the Commission may adjourn the meeting to a stated time and place in accordance with Section 54955 of the Government Code.

SECTION 13. In the absence of, or inability to act of, the Chair, the First Vice-Chair shall preside over the meeting, and in the absence of, or inability to act of, the Chair and First Vice Chair, the Second Vice Chair shall preside over the meeting. When presiding over the meeting as provided for herein, the First or Second Vice-Chair shall have all of the powers and duties of the Chair.

SECTION 14. No motion made by any member of the Commission shall require a second.

SECTION 15. The roll need not be called in voting upon a motion except when requested by a member. If the roll is not called, in the absence of an objection, the Chair may order the motion unanimously approved. When the roll is called on any motion, any member present who does not vote in an audible voice shall be recorded as "aye."

SECTION 16. Each roll call of the Commission shall be in alphabetical order, except that the Chair shall be called last.

SECTION 17. A majority of the members of the Commission constitute a

quorum for the transaction of business. No act of the Commission shall be valid or binding unless a majority of all the members concur therein.

SECTION 18. The Commission may postpone or continue any pending matter at any time either on its own motion or at the request of any person interested in the matter, as provided for by Section 56666 of the Government Code.

SECTION 19. A proposal filed with the Commission may be withdrawn by the proponent who filed the same, until a Certificate of Filing has been issued. A proposal may be withdrawn after a Certificate of Filing has been issued only with the approval of the Commission.

SECTION 20. The Executive Officer, or in his absence the Deputy Executive Officer, of the Commission shall attend each meeting of the Commission and maintain a record of all proceedings thereof as required by law.

SECTION 21. The Executive Officer shall prepare an agenda for each meeting. The agenda shall include those matters addressed to the Commission requiring its action on file with the Executive Officer and all matters which have previously been set for hearing at such meeting.

Staff Report

April 13, 2005

Agenda Item 3c

**Sphere Of Influence (SOI) / Municipal Service Review (MSR)
Remaining Projected Completion Dates**

Report Date: April 13, 2005

Regional Area or Districts (Total Cities / Water Districts)	MSR Draft *Notes Completion	Projected Workshop Meeting	SOI Completion	Commission Hearing	Comments
Santa Clara Water Districts (3)	Aug. 19, 2005	Sep. 16, 2005	Sep. 30, 2005	Oct. 12, 2005	Stetson report due 7/15/05.
Sanitation Districts (25)	Mar. 11, 2005*	Apr. 25, 2005	May 20, 2005	Jun. 22, 2005	Draft sent to agencies on 3/11/05 for review.
San Gabriel – East Cities (13) Water Districts (5)	Apr. 29, 2005 Apr. 15, 2005	Jun. 17,2005 Jun. 17,2005	Jul. 1, 2005 Jul. 1, 2005	Aug. 10,2005 Aug. 10,2005	
South Bay Cities (14) Water Districts (1)	Jun. 3, 2005 Apr. 7,2005	July 12, 2005 Aug. 10,2005	Aug. 17,2005 Aug. 17,2005	Sep. 14, 2005 Sep. 14, 2005	
Gateway Cities (26) Water Districts (6)	Sep. 2, 2005 Jun. 15, 2005	Oct. 7, 2005 Oct. 7, 2005	Oct. 21, 2005 Oct. 21, 2005	Nov. 10, 2005 Nov. 10, 2005	

Los Angeles Area						
Cities	(8)	Dec. 9, 2005	Jan. 19, 2006	Feb. 3, 2006	Feb. 22, 2006	
Water Districts	(2)	Mid Aug./Early Sep.	Jan. 19, 2006	Jan. 19, 2006	Feb. 22, 2006	

103 Total 61 Cities 25 San Districts 17 Water Districts 1 Consolidated Fire

**Sphere Of Influence (SOI) / Municipal Service Review (MSR)
Completions To Date**

Regional Area or Districts (Total Cities / Water Districts)	MSR Draft	Workshop Meeting	SOI	Commission Hearing	Comments
Catalina Cities (1)	Complete	Complete	Complete	Feb. 27, 2004	No Special Districts
Misc. Gov't. Services Non-Water Districts Only (29)	Complete	Complete	Complete	Jun. 23, 2004	
Las Virgenes Cities (5) Water Districts (2)	Complete	Complete	Complete	Aug. 25, 2004	
High Desert Cities (2) Water Districts (8)	Complete	Complete	Complete	Aug. 25, 2004	
Santa Clara Cities (1) Water Districts (2)	Complete	Complete	Complete	Jan. 19, 2005	Santa Clarita City & 2 Districts only - 3 Districts are still under evaluation.
San Gabriel-West Cities (18) Water Districts (8)	Complete	Complete	Complete	Dec. 8, 2004	

77 Total Sphere's Of Influence Completed to date 27 Cities 29 Misc. Districts 20 Water Districts